Norfolk Regional User Group Minutes
10-14-99

Issue	Action	Person Responsible	Date
Award Validation prior to release	Test Air Force Utility	CDR Kineman	TBD
Regression Data	Provide Navair's responses to FISC	CMO Rep	14 Oct
Regression Data Feedback	Provide feedback on Navair's comments	FISC	1 Nov
Ad Hoc Reports	Document Issues	FISC	1 Nov
Local Clauses	Document Issues	FISC	1 Nov
Report tool Verification	Verify Tool is Accurate	CMO/PwC Provide Report details	ASAP

Introduction

CDR Kineman started the meeting at 1310 on 14 Oct.

1. He handed out the regional site list and discussed.
2. CDR Kineman explained the logistics for the National Users Conference in Charleston on 9&10 Nov. He also noted that NAVSUP is having a meeting on the 8th.

Reports

3. He provided comments and lessons learned on the PMO Report tool. CDR Kineman reported the following points:
   a. The report program works well.
   b. It only took a few minutes to set up and few seconds to actually run.
   c. However, you must use the System Administrator password or the program will not work.
   d. FISC Norfolk has asked that the report be expanded to include:
      1) Line item detail broke down by issuing office

4. CDR Kineman has been working on developing a COGNOS report with Jonathan Chu from AMS. The report will help with the 1057s.
   a. The report will work with 4.0 and 4.1b.
   b. Has produced what appears to be accurate data.
   c. An issue is making sure the feeder sheets are filled out at the time of award.
   d. Drawbacks include needing to run 2 reports and they take up to 10 pages.
      1) CDR Kineman recommended that PD2 be modified to require the feeder sheets to be filled out and submitted at the time of release.
      2) Currently supervisors must force users to fill out the sheets.
      3) Mary Jo Johnson asked how hard the sheets were to fill out. CDR Kineman reported they were not hard to fill out.
      4) The LANTDIV Representative Jeanne Seckel reported the 1057 is not working in 4.1b.
   e. Discussion of other reporting issues: 4.1b does not do 1707s or 1594s. Trouble Tickets were submitted to AMS.

5. Ad Hoc Reports are a major concern. AMS was supposed to have a script to fix the WIPs. Apparently there was an association problem and awarded documents were showing up on the WIPs. 4.1b is supposed to fix this problem, but sites will still need the script to fix WIPs already done.
   a. Attached awards are not pulling in with the PRs.
   b. Purchase order (not released)
   c. Action to FISC to document the issues and suggest any improvements on the award process and the best way to use the script.

6. Workload Management Issues:
   a. The WIP does not tell the sites what they need to manage workload
      1) Don't know who has what work
      2) Require functional improvement of the reports
      3) Need to be able to pull reports by employee code vice their name. This would make it easier to set them up into work sections.
   b. A functional WIP is a high priority.
   c. The advantage with PD2 is you run the report from your desktop.

7. Mary Jo Johnson sought the FISC's and LANTDIV's feedback on the 7 Regression Questions sent out by the CMO for Admiral Jenkins. She read off several issues identified in NAVAIR's responses to see what they thought. One of the specific issues was the DD 350 & 1057s. Mary Jo said she would provide the sites with copies of the document from NAVAIR and requested they respond to her with their thoughts on those issues.

EDA/EDI/NECO
8. Mary Jo asked how the sites were doing with EDA/EDI/NECO.
   a. Users can post solicitations to NECO however, awards with attachments can not be posted to NECO.
   b. Training and procedures have been provided however, manager s still need to ensure NECO procedures are followed.
   c. Awards are being posted in NECO.
   d. Blanket Purchase documents do not have enough data for DFAS to process.
      1) The work-solution is to put the PD2 data onto the attachment and send the one page as the BPA.
      2) NECO cannot take any awards with attachments. Typically these include Statement of Work and security documents.
      3) FISC has been using NECO instead of EDA.
      4) LANTDIV does post to EDA
   e. Mary Jo reported that EDA will accept Postscript in the near future.
   f. Site is still unsure what EDI capabilities are in version 4.1b.

Upgrade to 4.1a/b Lessons Learned
9. Jeanne of LANTDIV reviewed some of the issues their site had coming up on 4.1a and then 4.1b. Their site has a lot of data since they have been using PD2 for a long time. Many fields did not require specific formats in previous versions but now do. This causes problems

particularly when trying to run Mods or CLINs against existing contracts that were converted from previous versions.
  a. It may take up to 20 minutes per line item due to the PD2 validation process now included with 4.1b.
  b. It is hard to find CLINS – 3.5 gave too much flexibility so converted CLINs don't always fit the model that PD2 is looking for. Also many of the work arounds seem to have effected this issue.
  c. An Air Force utility to validate awards prior to release was discussed. CDR Kineman wants to see if it works.
    1) It edits the award and will prevent a lot of unreleasing work for documents not accepted.
    2) He plans to work with LANTDIV to test the script and process.

Training
10. Steve Busch briefly explained the training plan concept for sites upgrading from 4.0 to 4.1b (see Attachment).

Releasing Awards
11. Discussion of Awards:
  a. Some workarounds that require putting contract data on attachments prevent that data from populating the PD2 DB.   This either creates false reports from PD2 or extra work to enter the data into SPS manually/again.
  b. Large contracts Awards with attachments are being done manually.
  c. Problems working with BPAs and 1449s (not picking up the contract number).

12. **Clause Logic**.
  a. They are losing local clause logic every time they update the PD2 Clause logic.
  b. Wipes out local clause logic capability.
  c. Action to FISC to document the problem.

13. **Attachments**:
  a. Participant list
  b. Norfolk region POC list and install schedule
  c. PMO Metrics Tool Explanation (what the tool is looking for)
  d. 4.0 to 4.1 Training Outline
  e. 4.1b&c capabilities documents
  f. National Conference Information